

# **Craven Early College Prom Contract**

**Please read all of the information before signing this contract.**

- The 2011 Craven Early College Prom will be held at The Flame Banquet Center, located at 2301 Neuse Blvd. New Bern, NC 28560, on Friday, April 15, 2011 from 7:00pm – 12:00am. The After-Prom Celebration will take place at Southgate Cinema, located at 2806 Trent Road, New Bern, NC 28562 from 12:00am-6:00am.
- The prom is a special event and students' attendance at this event is a privilege that is subject to compliance with the rules and other provisions set forth in this contract as well as **all Craven Early College school policies and Craven County Board Policies. Violations of this contract or school policies will result in disciplinary action and possible police notification.**
- All students **must bring a picture form of ID** with them the evening of prom (this includes guests that do not attend Craven Early College High School). Faculty and Administration will be checking all picture IDs against the names given when prom tickets were purchased. **If the ID does not match the name given at the time of ticket purchase, you will not be allowed to enter prom. No exceptions!**
- **No one will be allowed to leave the prom; anyone who leaves will not be allowed to reenter.**
- Students must notify Mrs. Quinn of a change in your guest's name, in addition to an updated contract with their information, no later than Monday, April 4, 2011. This procedure is in place to help ensure your safety.
- **Once tickets have been purchased, NO REFUNDS will be given. The only exception would be if the prom is cancelled due to lack of interest by February 17, 2011.**
- Prom Ticket price includes: Dinner at The Flame, Dance, After-Prom Celebration and Transportation.

<b>DATES SOLD</b>	<b>CEC STUDENT TICKET</b>	<b>CEC STUDENT + GUEST TICKETS</b>
Feb 3 – Feb 17	\$60	\$120
Feb 18 – Mar 4	\$65	\$130
Mar 7 – Mar 18	\$70	\$140
Mar 21 – Apr 1	\$75	\$150

## **Conduct:**

- The Craven County School's Student Code of Conduct will be in effect at all times. Students who choose to bring an outside guest are responsible for registering the guest when tickets are purchased. Host students who bring guests are responsible to properly inform and clarify the rules and regulations as outlined in the Student Code of Conduct regardless of their age or student status. **Any violation of the Code of Conduct during the Prom or After-Prom will result in the loss of privilege to participate in this year's graduation ceremony.**
- Students are expected to attend Prom sober: drug-free, alcohol-free and tobacco-free. Craven County School District policies regarding the use of drugs and alcohol are in effect at the prom. Specifically, District policy prohibits the use of alcoholic beverages, controlled dangerous substances, or certain other non-controlled intoxicants as defined by law during any school sponsored activity whether held on or off school property. **Additionally, a student may not attend any school or school sponsored activity after having used or consumed any of the aforementioned substances. Violation of these policies will result in a student's removal from prom.**
- **Policies regarding smoking** will be the same as for any other school function; there will be **NO SMOKING** anywhere on The Flame Banquet Center or Southgate Cinema's grounds during the prom by anyone involved with the prom.

- **Music and Dancing:** Girl's dresses should not be raised above the knees. Chairs are not allowed on the dance floor. Students and guests who refuse to comply with requests by chaperones to refrain from this type of dancing will be asked to leave the Prom.

#### **Attire:**

- Semi-Formal/Formal Attire is required for the Prom. No Jeans are permitted. Boys – long dress pants, dress shirt with collar and tie. (Shirts must remain on and buttoned). Girls – no bare midriffs, no dresses of inappropriate length, or completely backless dresses.
- **It is important to remind you that the basic concepts of school dress code policy will be enforced.** Attire that is overly revealing, low cut, or excessively sheer is not appropriate for any school activity. Please keep this in mind when renting or purchasing your attire. It would be most unfortunate to spoil your high school experience through poor choice in dance attire and be asked to leave the event. Please choose wisely and check with a school staff member if you are in doubt.
- Students may bring a change of clothes for the After-Prom Celebration in a small backpack or overnight bag. Casual attire may be worn; however, the school dress code policy is still in effect. You will be able to check in your After-Prom bags before entering the Prom. You will not be able to re-enter the parking lot or your car to exchange bags or formal wear.
- All handbags, backpacks and overnight bags will be subject to search upon check-in. Any bags containing contraband will be confiscated. School and/or police officials may take legal action.

#### **Guest Expectations:**

- Craven Early College students may bring outside guests to the Prom as their date. **They assume full responsibility for their guest's actions and will be required to leave with their date if this visitor is ejected.**
- No one will be admitted to the Prom who has not signed a contract by the time the Prom ticket is purchased. Do not have one guest sign a contract and bring a different guest to the Prom. This guest will be turned away.
- **Craven Early College administration reserves the right to refuse any individual.** Administration will consider previous disciplinary infractions and adult recommendations when issuing guest tickets.

#### **Transportation:**

- Research shows that pre-prom hours seem to be when the most alcohol and drug related problems occur, resulting in inappropriate behavior and safety risks. In order to reduce some safety risks, Craven Early College will provide transportation for all prom attendees.
- Prom attendees who do not drive will need to be dropped off at the Craven Early College School building by 6:00pm in order to be shuttled to The Flame for the dinner and dancing by Activity Bus. At the conclusion of the prom, all attendees will be shuttled by Activity Bus to Southgate Cinema. At 6:00am, students will need to be picked up by parents back at the Craven Early College school building.
- Students who are planning on driving will need to park their vehicles at Craven Early College and use the Activity Bus shuttle. Prom attendees will be shuttled to The Flame for the dinner and dancing by Activity Bus. At the conclusion of the prom, all attendees will be shuttled to Southgate Cinema by Activity Bus. At 6:00am, students will be able to pick up their vehicles at the Craven Early College school building.
- We have arranged for parking privileges at Craven Community College overnight. There **will NOT** be parking available at either of the prom locations.

# **Craven Early College Prom Contract Release Form**

## **Craven Early College Student:**

I have read and understand the 2011 Craven Early College Prom and After-Prom Celebration Contract. My signature below indicates that I agree to follow the behavior guidelines and accept the consequences in the event that I violate these guidelines.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Cell Phone Number

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## **Craven Early College Parent:**

The Craven Early College Prom and After-Prom Celebration will be chaperoned by parent volunteers, school staff and police officers. The pre-prom hours seem to be when the most alcohol and drug-related problems occur, resulting in inappropriate behavior and safety risks. We urge you to monitor your child's plans for the evening, both before and after the Prom and After-Prom Celebration. If your child has plans to attend a dinner and/or pre-party, we suggest that you contact the host's parents to confirm (1) that they know of this party; (2) that there will be adult supervision and (3) that absolutely no alcohol or drugs will be consumed.

I have read and reviewed the 2011 Craven Early College Prom and After-Prom Celebration Contract with my child. My signature below indicates that my family agrees to follow the guidelines as outlined and will accept the consequences in the event that the guidelines are violated.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Phone Number

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## **Prom Attendee Information**

**\*\*\*Guest must have their Authorization for Guests Form signed and on file with Mrs. Quinn BEFORE Monday, April 4, 2011\*\*\***

	<b>Craven Early College Student</b>	<b>Craven Early College Guest</b>
<b>Name</b>		
<b>Cell Phone</b>		
<b>Parent Name</b>		
<b>Parent Contact Numbers</b>		
<b>Emergency Contact Name &amp; Phone Number</b> <i>Will only be used in the event that the parent/guardian cannot be reached.</i>		

**CRAVEN EARLY COLLEGE PROM CONTRACT**  
**AUTHORIZATION FOR GUESTS**

**Section 1:**  
**Craven Early College Student Information**

Craven Early College Student Name: \_\_\_\_\_

Craven Early College Student's Statement:

*I agree to be responsible for my guest's actions and adherence to Craven Early College and Craven County School's Code of Conduct while he/she is attending the Prom and After-Prom Celebration.*

\_\_\_\_\_  
Craven Early College Student Signature

\_\_\_\_\_  
Parent Name (if under 18)

\_\_\_\_\_  
Parent Signature (if under 18)

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**Section 2:**  
**Guest Contract for Craven Early College Prom & After-Prom Celebration**

Craven Early College Guest Name \_\_\_\_\_

Guest's Statement:

*As a guest at the 2011 Craven Early College Prom and After-Prom Celebration, I understand that I am under the jurisdiction of the school and must follow all Craven Early College and Craven County School's Code of Conduct. Failure to do so may result in my removal from the Prom or After-Prom Celebration and may jeopardize my sponsoring Craven Early College student's opportunity to attend all future student activities including graduation.*

\_\_\_\_\_  
Guest Signature

\_\_\_\_\_  
Guest Parent Name (if under 18)

\_\_\_\_\_  
Guest Parent Signature (if under 18)

## Section 3: Guest Character Reference

All Craven Early College Student Guests must obtain a Character Reference before being approved by the Craven Early College Dean for admission to the 2011 Prom and After-Prom Celebration. **Craven Early College administration reserves the right to refuse any individual.** Administration will consider previous disciplinary infractions and adult recommendations when issuing guest tickets.

### I. High School Student Guests

**Please have the following statement signed by your principal, assistant-principal or school counselor.**

*"I acknowledge the guest has an acceptable behavior, attendance, and academic record and is eligible to attend the Craven Early College Prom and After-Prom Celebration."*

\_\_\_\_\_  
Printed Name of Administrator/School Counselor from Guest's School

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Administrator/School Counselor

\_\_\_\_\_  
Phone Number

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### II. Craven Community College Student Guests

**Please have the following statement signed by a FULL-TIME faculty instructor that is willing to vouch for your character. Craven Early College Staff will follow-up with the instructor before issuing a Prom Ticket.**

*"I acknowledge the guest has an acceptable behavior, attendance, and academic record and is eligible to attend the Craven Early College Prom and After-Prom Celebration."*

\_\_\_\_\_  
Printed Name of Full-Time Craven Community College Instructor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Full-Time Craven Community College Instructor

\_\_\_\_\_  
Phone Number

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### III. Non-High School / Non-Community College Student Guests

Any Non-High School or Non-Community College Guests must be vouched for by a Craven Early College Staff member. If a Craven Early College Staff member does not feel comfortable vouching for your guest, please consider sponsoring a different person as your guest.

*"I acknowledge the guest has an acceptable behavior and exemplary character and is eligible to attend the Craven Early College Prom and After-Prom Celebration."*

\_\_\_\_\_  
Printed Name of Craven Early College Staff Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Craven Early College Staff Member

\_\_\_\_\_  
Phone Number